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DD/ST# 2091-69

ORD 3351-69

19 May 1969

MEMORANDUM FOR : Executive Officer/DD/S&T

SUBJECT : Instructions for Use of the Cable Secretariat

25X1 1. The attached instructions were discussed with [] on Friday, 16 May 1969. At that time it was pointed out that the [] has been closed down and there is no continuing need for this information in their files. She agreed to delete this portion from our instructions. At the same time, it was decided that the [] is still of interest to ORD; so, that portion should remain in the instructions.

2. It was also pointed out during our discussion that a new ORD Mission and Function Statement has been submitted for coordination and Agency approval. Consequently, the one as shown in their files is outdated. However, in the interest of completing the gap in their coordination of these instructions for their analysts, it was decided that the attached material would be processed and that the mission statement would be modified when the up-to-date version has been approved.

3. If this meets with your approval, then the attached can be signed and forwarded to the Cable Secretariat with the realization that it will be updated when the new mission statement becomes available.

[]
Executive Officer

Office of Research and Development

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GROUP 1
Excluded from automatic
downgrading and
declassification